



Pathfinder Scout Group Annual Report & Accounts

Period Ended 31 March 2021



Pathfinder Scout Group, Pathfinder Scout HQ, Baden Drive, Horley, Surrey RH6 8SD

PATHFINDER SCOUT GROUP AGM

AGENDA 2021

1. Welcome & Introduction from Chair.
2. Apologies for absence.
3. Approve the Minutes of the 2020 Annual General Meeting.
4. Approve the Annual Reports for the Group.
5. Approve the Accounts for the year ending 30th April 2021.
6. GSL Nomination of Chairman for approval.
7. Elections and appointments of Group Secretary, Treasurer & committee
8. Group Scout Leader's report.
9. Awards and presentations.
10. AOB

Trustees' Annual Report for the year

1 April 2020 to 31 March 2021

Section A Reference and administration details

Charity name	Pathfinder Scout Group
Group registration number	1020859
Charity's principal address	Scout Hut Baden Drive Horley RH6 8SD

Name of the members of the Group Executive Committee

	Trustee name	Office (if any)
Ex –Officio	Mr Kevin Smith	Chair
	Mrs Helen Bunn	Group Scout Leader
	Mrs Emma Jukes	Resigned (1.1.21)
	Mrs Nicky Chiswick	Treasurer
	Mr Danny Patel	Fundraising
	Mrs Lisa Gould	Secretary
	Mr John Williamson	Beaver Leader

All trustees acted for the whole year except where stated

Section B Structure, governance and management

Description of Governance

Type of governing document	The Group's governing documents are those of the Scout Association. They consist of a Royal Charter, which in turn gives authority to the Bye Laws of the Association and The Policy, Organisation and Rules of The Scout Association.
How the charity is constituted	The Group is a trust established under its rules which are common to all Scouts.
Group Executive selection methods	The appointments are made in accordance with the Policy, Organisation and Rules of The Scout Association

Additional governance issues

The Group is managed by the Group Executive Committee and the Group is separately registered with The Charity Commission as an educational charity.

The Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointments and is responsible for:

- The maintenance of the Group's property and equipment
- The raising of funds and the administration of the Group's finance
- The insurance of persons, property and equipment
- Group public occasions
- Assisting with the recruitment of Leaders and other adult support

Risk and internal control

The Group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss; these include 2 signatories for all payments and a comprehensive insurance policy to ensure that insurable risks are covered.

Section C Objectives and activities

Summary of the objectives of the charity set out in its governing document	<p>The objectives of the Group are as a unit of the Scout Association.</p> <p>The purpose of Scouting is to contribute to the development of young people in achieving their full physical, intellectual, social and spiritual potentials, as individuals, as responsible citizens and as members of their local, national and international communities. The method of achieving the Aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership.</p>
Summary of the main activities in relation to these objects	<p>Refer to the reports by the section Leaders</p>
Public Benefit	<p>Subscriptions are charged for membership to cover immediate running costs of the Group and these do not unduly restrict membership. The Group follows the principle that no one should be excluded because of their inability to pay membership subscriptions.</p> <p>Two key principles demonstrate that Scouting's aims are for the public benefit and that through the Scout method young people develop towards their full potential and that there is a clear link between the benefits for young people and the purpose of Scouting. The safety of young people is taken very seriously and the benefits Scouting activities provide far outweigh the risks. Any private benefits from Scouting are incidental, other than to those as a beneficiary.</p>

Section D Achievements and performance

Summary of the main achievements of the charity during the year	<p>Refer to the reports by the Beaver Scout Leader, Cub Leader and Scout Leader for each section</p>
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Section E Financial Review

Brief statement on the charity's policy on reserves	<p>Reserves Policy</p> <p>We hold cash at bank of £30,126. The Group's policy on reserves is to hold sufficient reserves to continue the charitable activities of the Group should income and fundraising activities fall short and to effect repairs to the buildings we manage. The Group Executive Committee considers that the Group holds sufficient reserves to satisfy this policy.</p>
Details of any funds materially in deficit	<p>None</p>

Section F Investment Policy

The Group's policy does not have sufficient spare funds to invest longer term investments in stocks and shares. The Group has therefore adopted a low risk strategy to the investment of its funds. All funds are held in cash using only mainstream banks.

The current account is reviewed regularly to transfer funds not required for near use to obtain maximum value and income from its banking arrangements.

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

The original has been signed by

Full names(s)
Position
Date

Kevin Smith
Chair

Lisa Gould
Secretary

19/09/2021

Chair's Report

The Group Executive Committee plays a vital role in the running of a Scout Group, making decisions and carrying out administrative tasks to ensure that the best quality Scouting can be delivered to the young people in the Group. Members of the Executive Committee must act collectively as charity trustees of the Scout Group, and in the best interests of its members. During 2019-20 the Pathfinder Scout Executive Committee was made up of the following members:

Kevin Smith (Group Chairman); Emma Jukes (Group Secretary); Lisa Gould (Parent Member) ; Danny Patel (Parent Member); Helen Bunn (Group Scout Leader); John Williamson (Parent Member).Bev Clear (Parent Member)

During the Year we said goodbye to Emma Jukes and I'd like to pass on my eternal gratitude for her essential help in setting up a committee for Pathfinder and getting everything in order and organised. Without her valuable time and assistance my role would have been considerably harder. Our loss is definitely someone else's gain.

A year of lockdowns, online meetings and very little if any face to face contact, not just for our Group but in the wider community too has had considerable impact. Hele and Dave have done a fantastic job of keeping Scouting alive on line and for helping our members with some routine and stability. Many parents have approached us to say how much their children enjoyed the weekly meetings and activities they were being set and we all really do appreciate all the hard work they put into this for the benefit of all.

We have been very fortunate during the year to benefit from some grants from the council to help us out and we have also benefitted from the generosity of many, many parents who have continued to pay subscriptions throughout. As a Committee we have taken the decision to use Council Funds where they are surplus to finalise our renovations plans for our 3 buildings and ensure that maintenance and repair work will be minimal over the coming years. Financially we continue to maintain a good position and are looking to build reserves to cover any unexpected costs that may arise.

We expect to reopen fully in September and at that point we will look to increase our leaders as we try to open more groups and increase our offering to more young people.

Kevin Smith
Group Chair

GSL's Report

This last year has seen a big change within the group and scouting as a whole. With face to face meetings being cancelled and going back to zoom before being allowed to restart outdoor meetings with social distancing they have all produced their own problems but, as a group, we have overcome them and couldn't have done so without the help of all the parents and leaders.

Throughout all of this the leaders have managed to keep the program interesting and helped the beavers, cubs, scouts and explorers work through some difficult times and achieve badges along the way. We have supported each other in every way possible including ensuring everyone's mental health is looked after.

Once we were allowed to 'get back together' outside it was amazing seeing all of the groups getting to know each other as well as helping each other to learn new skills, games and crafts.

I would like to thank everyone for your help, support and encouragement and for sticking with us through these strange times (some of which have been completely bizarre) and for being the wonderful people that you are. Now we are as back to normal as normal can be at the moment and are looking forward to camping, outings and general scouting activities.

Helen Bunn
Group Scout Leader

Pathfinder Scout Group	Registered Charity no. 1020859			
Income and Expenditure Account				
Year ended 31 March 2021		2021		2020
	£	£	£	£
Income				
Subscriptions received	12865		16548	
Less Subscriptions collected for District	5399		5733	
Net Subscriptions Received		7467		10815
Gift Aid		0		0
Hall Hire				
Rainbow Nursery	8778		10534	
Salfords	750		1540	
Other Hall Hire	0	9528	3600	15674
Grants		30691		302
Uniform & Scarves		0		0
Fundraising/Donations received (inc £500 Van)		1016		1081
Camp & Activity Receipts		20		0
Other income		150		0
Go Cardless		0		6125
Bank interest - savings account		11		83
Total Income		48882		34080
Expenditure				
Section expenses				
Beavers	229		1143	
Cubs	229		1361	
Scouts	229		670	
Uniforms/Badges	1169		2353	
Camps	60	1918	4847	10374
Equipment		60		328
Training		0		40
General		1207		371
Premises costs				
Premises Insurance	2854		3523	
Gas & Electricity	2997		3224	
Rent	800		800	
Rates	45		1046	
Water	300		514	
Maintenance & Repairs	2836		1763	
Cleaning	1568	11400	2205	13075
Bay Close refurbishment		8268		3995
Administration costs				
Motor expenses	309		608	
Vehicle insurance	0		560	
Phone costs	696		957	
Website	131		188	
Bank Charges	0	1136	0	2313
Depreciation		2934		808
Total Expenditure		26923		31304
Surplus / (Deficit) for the year		21959		2776

Pathfinder Scout Group			
Registered Charity no. 1020859			
Balance Sheet as at 31 March 2021			
		2021	2020
	<i>This Year</i>	<i>This Year</i>	<i>This Year</i>
		<i>Total</i>	<i>Total</i>
Cash funds			
Savings Account		30,000	30,126
Current Account		21,758	1,200
Subs Account		10,862	6,402
Sub Total		62,620	37,728
Other assets			
Fiat vehicle	1,600		
Accumulated Depreciation at 31st March 2019 (25%)	-1,600		
Net Book Value		0	900
Equipment	3,178		
Accumulated Depreciation at 31st March 2019 (20%)	-3,178		
Net Book Value		0	2,034
Sub Total		0	2,934
Total Assets		62,620	40,662
Liabilities			
		0	0
Total Liabilities		0	0
Total Assets less Total Liabilities		62,620	40,662
Represented by:			
Brought forward 1 April		40,661	37,885
(Deficit) for the year		21,959	2,776
Accumulated reserves		62,620	40,661

Pathfinder Scout Group

Minutes of the Annual General Meeting

Held on 14th October 2020 via Zoom

Present

Kevin Smith, Emma Jukes, Helen Bunn, Lisa Gould, Danny Patel, John Williamson, Dave Bunn, Susan Hunter, Dan Gould, Bev Clear, Nicky Chiswick, Tony Brown (District Commissioner – Strategy), Margaret Tilford (District Trainer)

Apologies

None

Changes to Committee members

Cathy Snowball and Judith Shuttleworth left during the year and the Committee wants to thank them for their efforts.

Welcome to – Nicky Chiswick as Treasurer, and new additions to the Committee, Laura van Pelt, Bev Clear, Lisa Gould, John Williamson and Dave Bunn.

The Chair, Kevin Smith welcomed everyone to the AGM and stated that all officers and members of the Executive are still able and willing to remain for another year.

Minutes of the Last Meeting

The minutes of the last meeting were voted for and accepted without amendment. There were no matters arising from last year's minutes.

Accounts

Kevin Smith presented the Treasurer's report for 2019/2020. He outlined the ongoing investment required in buildings, and how to ensure the longevity of the Group. Whilst noting that any additional income from Hall Hires and Long Term hires has been impacted by COVID-19 and they are critical to the ongoing financial stability of the Charity. We obtained a grant from the Reigate and Banstead Council which we are keeping ringfenced to remain prudent. Subs have been reduced to the end of this calendar year.

We have removed the van, changed energy suppliers and are currently working on phone and internet costs to reduce overall costs to the Group. Bay Close refurbishment continues from grants where possible.

The meeting accepted the accounts. The accounts were fully approved by a Zoom vote.

Executive Committee

A vote via Zoom was undertaken to approve the continuation for all those in role which was passed.

New Nominations for Laura van Pelt, Bev Clear, Lisa Gould, John Williamson and Dave Bunn were proposed and voting undertaken to approve the new members.

Sectional Reports

Due to COVID-19 and the move to online meetings for the period in question, this year one overall report was shared by the GSL who ran through the year for the Group and highlighted some of the key events of the past year. Bronze Silver and Gold awards were presented on the evening, followed by the Section awards for outstanding achievement.

Any Other Business

There being no other business. The meeting closed.

Independent examiner's report to the trustees of the Pathfinder Scout Group

I report to the trustees on my examination of the accounts of the Pathfinder Scout Group for the year ended 31 March 2021.

Responsibilities and basis of report

As the charity trustees of the Pathfinder Scout Group you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Pathfinder Scout Group accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

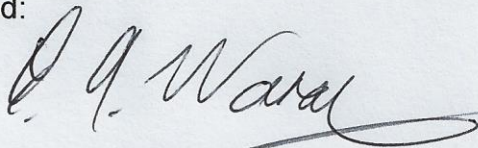
Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Pathfinder Scout Group as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:



E. J. Warans FCA

Chartered Accountant

2 September 2021